

# New Zealand Dog Judges Association Inc.

(Recognised by the New Zealand Kennel Club)



# JUDGES REGULATIONS

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## SECTION I: NEW ZEALAND DOG JUDGES ASSOCIATION

1. Judges shall:
  - a. Be a member of the New Zealand Dog Judges Association Inc. (hereinafter called the Association) and of Dogs New Zealand (hereinafter called Dogs NZ).
  - b. Pay an Annual Licence Fee, as set by the Association at the time of application for reappointment to the Official Show Judges Panel.
  - c. Every judge required to sit an examination for promotion to or within the Dogs NZ Official Show Judges Panel shall pay an Examination Fee set by the Association. Every person applying for appointment to the Aspiring Judges List shall pay an application fee set by the Association and thereafter an annual fee as set by the Association, whilst that person remains on the Judges List.
2. As experienced members of the Dog World, judges shall at all times act with courtesy and professional integrity, complete impartiality and by their actions both act as an example to other Association and Dogs NZ members, and demonstrate a sound knowledge of anatomy, Association and Dogs NZ Rules and Regulations, and all relevant breed standards.

## SECTION II: SHOW JUDGES PANELS

1. The Association, will consist of the following show judges' panels:
  - a. Ribbon Parade Panel: Judges who have been approved to the Ribbon Parade Panel may judge a Ribbon Parade.
  - b. Open Show Panel: Judges who have been approved to the Open Show Panel may judge at Open Shows and Ribbon Parades.
  - c. Specialist Breed Championship Show Panel: Judges who have been approved to the Specialist Breed Championship Show Panel may judge all classes and Best in Show at a specialist breed show.
  - d. Group Championship Show Panel: Between one (1) and six (6) groups. Judges who have been approved to the Group Championship Show Panel may judge that group/s at Championship Shows and all breeds at Open Shows and Ribbon Parades.
  - e. All Breeds Judges Panel: – Judges who have been approved to the All Breeds Judges Panel may judge all breeds at Championship Shows.
  - f. General Specials Judges Panel: Judges who have been approved to the General Specials Judges Panel may judge General Specials at Championship Shows.  
  
Junior Showmanship Panel: Judges who have been approved to the Junior Showmanship Panel may judge Junior Showmanship competitions.
2. All breed judges are not permitted to judge at Open Shows and Ribbon Parades.

## SECTION III: GENERAL CONDITIONS

Although the following procedures and conditions are a guide, they will generally be strictly applied and be departed from in exceptional circumstances only with the express approval of the Board of the Association (hereinafter call the Board).

1. Applications for appointment to the Dogs NZ Official Show Judges Panel (hereinafter called the Panel) shall be made on the official application form on or before the closing date for applications as set by the Board and shall not be considered unless accompanied by the appropriate fees.  
  
Applications for the Aspiring Judges List may be made at any time during the year.  
Applications and appointments for the Junior Showmanship panel will be made in accordance with the regulations as set out in the Junior Showmanship Judging Manual.
2. The criteria for appointment to any panel shall be a minimum requirement before an application can be considered. In addition, the Board shall consider the following criteria:

- a. The contribution of the applicant to the canine world in relation to the status of the appointment sought.
- b. The demeanour and behaviour of the applicant at canine activities.
- c. The standard and conduct of judging exhibited by the applicant at previous appointments.
- d. The nature and status of previous appointments.
- e. The personal qualities of the applicant.
- f. The integrity of the applicant.
- g. Any other relevant matters.

When considering an application under these criteria, the Board may at its discretion consider confidential reports from any reputable source.

3. The decision of the Board in approving or not approving the recommendation to Dogs NZ of Judges to be appointed to the **relative** Panel is final and no correspondence will be entered into, and no reasons are given for the Board's decisions in these matters. Save when an applicant at the time of application held a current appointment to the Panel and is not reappointed to those panels, the applicant shall be entitled to request and receive the reason for the Board and Dogs NZ Executive Council's decision. Further, such applicant may appeal against the decision **always provided** that:
  - a. The original application included the panels disputed.
  - b. The appeal must be in writing and addressed to the Association Secretary (hereinafter called the Secretary).
  - c. The appeal must be email or post-dated not more than 21 days from the date of the advice from Dogs NZ giving the reason for their decision.
  - d. The applicant will have the right to appeal once only in respect to non-reappointment to specific panels but without prejudice for further applications for appointment **in terms of paragraph 2 hereof. SECTION VI: JUDGES' EXAMINATIONS – section 9 is where appeals are stated.**
  - e. The applicant will be deemed to have accepted the terms and conditions of appeal herein contained upon submission of a request for the reason or written appeal. The decision of the Board will be final, and no further correspondence will be entered into.
  - f. The Board will consider any such appeals at the meeting following receipt of the appeal providing such advices are received by the Secretary 14 days preceding the meeting.
  - g. The decision of the Board will be advised in writing to the appellant within 14 days of the respective Board meeting.
4. The signature of the applicant on the Application Form for First Appointment to the Dogs NZ Official Show Judges Panel or for re-appointment to the Dogs NZ Official Show Judges Panel will imply acceptance by the applicant of the decision of the Board and Executive Council. If an application for re-appointment is not made each year for re-appointment to the Judges Panel for the following year, then the person concerned is excluded from the Judges Panel for the following year.
5. Code of Conduct: The signature of the applicant on the Application Form for First Appointment to the Dogs NZ Official Show Judges Panel or for re-appointment to the Dogs NZ Official Show Judges Panel will imply acceptance by the applicant of the Code of Conduct as set out in Appendix 1 of the Constitution of the Association.
6. New Zealand Judges – overseas appointments. After having judged a group, breed or breeds once at a Championship Show in New Zealand, that person is eligible to judge that particular group, breed or breeds overseas with the exception of the seventh group which, having been passed and ratified, the judge will be eligible to accept appointments for that group and Best in Show overseas immediately. This does not apply to peer judges.
7. No New Zealand judge may judge a Group or Breed at any Championship Show and award challenges in that breed unless the Judge is appointed to the appropriate Official Panel for the Breed or Groups concerned. Judges who have not sat and passed the required open book examination for new recognised breeds may not judge this breed or Best of Group. This does not apply to peer judges.

8. Practicing Certificate – Judges not aspiring to further advancement and All Breeds judges may, on completion of biennial requirements as set out in section IV, apply for a Practicing Certificate. Upon issue of the certificate, and provided the certificate is current, the judge may include this in their resume. The NZDJA judges list will identify judges with current practicing certificates.
9. Peer Judging:  
Notwithstanding the provisions of Regulation Section II 1, a permanent resident of New Zealand who is a financial member of Dogs NZ is permitted to judge at a Specialist Breed Ribbon Parade, Open Show or Championship Show on the following conditions:
  - a. Payment of an NZDJA Associate Membership fee to be paid prior to publication of the schedule in the Dog World.
  - b. The Ribbon Parade, Open Show or Championship Show is conducted by a Specialist Breed Club (including clubs listed in Regulation Section IV (4) (a).
  - c. Have owned, exhibited and bred litters in the breed being judged for a period of not less than fifteen years.
  - d. The committee of the club conducting the Show has approved the member to conduct the judging.
  - e. In the opinion of the committee of the club conducting the Show the member is qualified and a member well respected and highly knowledgeable in the breed.
  - f. The judge is listed in the schedule for the Show as a peer judge.
  - g. Any **specialist breed** club can contract one peer judge for each of the following shows – Ribbon Parade, Open Show and Championship show - in any one calendar year.
  - h. Any member is restricted to adjudicating as a peer judge in any one breed twice in any three-year period, in New Zealand only.
  - i. Notwithstanding the provisions of Regulation Section III (6) Peer judges will not be permitted to judge overseas.
  - j. They have obtained the permission of Dogs NZ to judge at the Show and issue challenge certificates in that breed if a Championship Show.
10. Judges Breed Observations: **(JBO)**  
At all Championship Shows, judges shall complete and submit the **JBO** forms as identified in the **JBO** Document.

## **SECTION IV: CONDITIONS FOR APPOINTMENT TO THE ASPIRING JUDGES LIST AND THE OFFICIAL SHOW JUDGES PANEL**

1. Appointment to the Aspiring Judges List:
  - i. Be a full Dogs NZ member.
  - ii. Be resident in New Zealand.
  - iii. Be at least eighteen (18) years of age.
  - iv. Have exhibited dogs for a minimum of five (5) years as a member of Dogs NZ or as a member of a national Kennel Club recognised by Dogs NZ.
  - v. Be approved by the Board to be appointed to the Aspiring Judges List.
  - vi. Be approved by Executive Council to be placed on the **Aspiring Judges List**.

## 2. Appointment to the Ribbon Parade Panel:

The minimum requirements for application for appointment to the Ribbon Panel to be considered are:

- i. Have been appointed to and served on the Aspiring Judges List.
- ii. Is actively involved in an All Breeds Club, Group Club or Specialist Breed Club, as an Executive or Committee member.
- iii. Have attended a minimum of four Branch or Discussion Group meetings and have completed the mandatory activities as defined in Appendix I (evidence to be submitted by the Branch secretary).
- iv. Completed two (2) stewarding appointments.
- v. Be approved by the Board to be appointed to the Ribbon Parade Judges Panel.
- vi. Be approved by Executive Council to be placed on the Ribbon Parade Judges Panel.
- vii. Once an applicant has fulfilled all the above requirements, they can apply for the Open Show Judges Panel.

## 3. Appointment to the Open Show Panel:

The minimum requirements for an application for appointment to the Open Show Panel are:

- i. Have been listed on the Ribbon Parade Judges Panel or Championship Specialist Breed Judges Panel.
- ii. Is actively involved in an All Breeds Club, Group Club or Specialist Breed Club, as an Executive or Committee member.
- iii. Completed two (2) stewarding appointments within 12 months of the application.
- iv. Have judged at least two (2) Ribbon Parades and a total of at least 50 dogs at the time of application, or alternatively, if currently licensed to judge at specialist level only, have judged at least 20 dogs at Specialist Breed Championship Shows.
- v. Obtained 50 Credit points as defined in Appendix II.
- vi. Have completed and passed online open book examinations, on NZKC Rules and Regulations, NZDJA Regulations, Anatomy and Glossary of Terms.
- vii. Have Completed two (2) Judging Observation Assessments that assess the applicant as competent in demonstrating the standards set for the observation assessment as defined in Appendix III.
- viii. Be approved by the Board to be appointed to the Open Show Judges Panel.
- ix. Be approved by Executive Council to be placed on the Open Show Judges Panel.

## 4. Appointment to Specialist Breed Panel:

- a. For the purpose of this regulation a Specialist Breed shall mean any one breed recognised by Dogs NZ. In addition, the following allied groups of breeds shall be classed as one breed:
  - i. Chihuahua (long coat) and Chihuahua (smooth coat)
  - ii. Dachshund (long haired), Dachshund (smooth hair), Dachshund (wire haired), Dachshund (miniature long haired); Dachshund (miniature smooth haired) and Dachshund (miniature wire haired)
  - iii. Bull Terrier and Bull Terrier (miniature)
  - iv. Fox Terrier (smooth) and Fox Terrier (wire)
  - v. Belgian Shepherd Dog (Groenendael), Belgian Shepherd Dog (Malinois), Belgian Shepherd Dog (Laekenois), Belgian Shepherd Dog (Tervueren)
  - vi. Collie (Rough) and Collie (Smooth)
  - vii. Schnauzer, Schnauzer (Miniature) and Schnauzer (Giant)
  - viii. Poodle (Toy), Poodle (Miniature) and Poodle (Standard)
  - ix. German Shepherd (Stock Coat) and (Long Stock)
  - x. Welsh Corgi Pembroke and Welsh Corgi Cardigan

- b. The minimum requirements for appointment to a Specialist Breed Judges Panel are:
- i. Demonstrate justification for the appointment of a Breed Specialist taking into consideration the number of exhibitors and specimens of the breed being shown domestically and internationally.
  - ii. Evidence involvement with the breed over at least twenty years including breeding, exhibiting and club administration.
  - iii. Evidence status and reputation within the breed.
  - iv. Have attended a minimum of four Branch or Discussion Group meetings and have completed the compulsory activities as defined in Appendix I (evidence to be submitted by the Branch secretary).
  - v. Have been on the Ribbon Parade Judges Panel for at least 6 months.
  - vi. Obtain a total number of 50 credit points (refer appendix II) including the mandatory Specialist Breed Panel activities 20 and 21.
  - vii. Completed and passed online open book examinations for NZKC Rules and Regulations and NZDJA Regulations.
  - viii. Completed and passed online open book examination on the breed aspired to. The open book examination on the breed shall consist of questions on the standard of the breed.
  - ix. Completed and passed a practical examination. The practical examination will be under the current group system of being examined by 3 examiners, ideally one of which will be a specialist or qualified person in that breed/group. The applicant will also be required to furnish a written (or dictated) critique on no less than 6 exhibits including Best and Reserve Dog & Bitch plus Best & Reserve of Breed on the day of examination.
  - x. Completed two (2) stewarding appointments within 12 months of the application.
  - xi. Be approved by the Board for promotion to the Championship Specialist Breed Panel. Be approved by the Executive Council to be promoted to the Championship Specialist Breed Judges Panel.

or alternatively

- c. The minimum requirements for appointment to a Specialist Breed Judges Panel are:
- i. Demonstrate justification for the appointment of a Breed Specialist taking into consideration the number of exhibitors and specimens of the breed being shown domestically and internationally.
  - ii. Evidence involvement with the breed over at least twenty years including breeding, exhibiting and club administration.
  - iii. Evidence status and reputation within the breed.
  - iv. Have been appointed to the Group Panel for the breed nominated for a period that at the effective date of promotion will total at least five years.
  - v. Completed two stewarding appointments within 12 months of the application.
  - vi. Be approved by the Board for promotion to the Championship Specialist Breed Panel.
  - vii. Be approved by the Executive Council to be promoted to the Championship Specialist Breed Judges Panel.

## 5. Appointment to First Group Panel

The minimum requirements for appointment to the First Group Panel are:

- i. Have judged 200 dogs at Open Show and/or Ribbon Parade level since promotion to the Open Show panel.
- ii. Completed two (2) stewarding appointments within 12 months of the application.
- iii. Have completed two (2) Judging Observation Assessments that assess the applicant as competent in demonstrating the standards set for the observation assessment as defined in Appendix III.
- iv. Have attended a minimum of four Branch or Discussion Group meetings and have completed the mandatory activities as defined in Appendix I (evidence of this to be submitted by the Branch secretary).
- v. Obtained 50 Credit points (refer Appendix II).
- vi. Is actively involved in an All Breeds Club, Group Club or Specialist Breed Club, as an Executive or Committee member.

This enables the candidate to apply to sit a theoretical examination. If the candidates pass the exam they can make an application to sit/resit a practical examination.

The practical examination once passed enables the candidate to be recommended by the NZDJA Board to the Executive Council for appointment to the group panel.

## 6. Appointment to Additional Group Panels:

The minimum requirements for appointment to the second and subsequent Championship Group Panels are:

Second Group Panel:

- i. Have judged not less than 300 dogs.
- ii. Completed two (2) stewarding appointments within 12 months of the application.
- iii. Have attended a minimum of four Branch or Discussion Group meetings and have completed the mandatory activities as defined in Appendix I (evidence of this to be submitted by the Branch secretary).
- iv. Obtained 50 Credit points (refer Appendix II).
- v. Is actively involved in an All Breeds Club, Group Club or Specialist Breed Club, as an Executive or Committee member.

This enables the candidate to apply to sit a theoretical examination. If the candidates pass the exam they can make an application to sit/resit a practical examination.

The practical examination once passed enables the candidate to be recommended by the NZDJA Board to the Executive Council for appointment to the group panel.

Third Group Panel:

- i. Have judged not less than 400 dogs.
- ii. Completed two (2) stewarding appointments within 12 months of the application.
- iii. Have attended a minimum of four Branch or Discussion Group meetings and have completed the mandatory activities as defined in Appendix I (evidence of this to be submitted by the Branch secretary).
- iv. Obtained 50 Credit points (refer Appendix II).
- v. Is actively involved in an All Breeds Club, Group Club or Specialist Breed Club, as an Executive or Committee member.

This enables the candidate to apply to sit a theoretical examination. If the candidates pass the exam they can make an application to sit/resit a practical examination.

The practical examination once passed enables the candidate to be recommended by the NZDJA Board to the Executive Council for appointment to the group panel.

Fourth Group Panel:

- i. Have judged not less than 700 dogs.
- ii. Completed two (2) stewarding appointments within 12 months of the application.
- iii. Have attended a minimum of four Branch or Discussion Group meetings and have completed the mandatory activities as defined in Appendix I (evidence of this to be submitted by the Branch secretary).
- iv. Obtained 50 Credit points (refer Appendix II).
- v. Is actively involved in an All Breeds Club, Group Club or Specialist Breed Club, as an Executive or Committee member.

This enables the candidate to apply to sit a theoretical examination. If the candidates pass the exam they can make an application to sit/resit a practical examination.

The practical examination once passed enables the candidate to be recommended by the NZDJA Board to the Executive Council for appointment to the group panel.

Fifth Group Panel:

- i. Have judged not less than 1200 dogs.
- ii. Completed two (2) stewarding appointments within 12 months of the application.
- iii. Have attended a minimum of four Branch or Discussion Group meetings and have completed the mandatory activities as defined in Appendix I (evidence of this to be submitted by the Branch secretary).
- iv. Obtained 50 Credit points (refer Appendix II).
- v. Is actively involved in an All Breeds Club, Group Club or Specialist Breed Club, as an Executive or Committee member.

This enables the candidate to apply to sit a theoretical examination. If the candidates pass the exam they can make an application to sit/resit a practical examination.

The practical examination once passed enables the candidate to be recommended by the NZDJA Board to the Executive Council for appointment to the group panel.

Sixth Group Panel:

- i. Have judged not less than 1800 dogs.
- ii. Completed two (2) stewarding appointments within 12 months of the application.
- iii. Have attended a minimum of four Branch or Discussion Group meetings and have completed the mandatory activities as defined in Appendix I (evidence of this to be submitted by the Branch secretary).
- iv. Obtained 50 Credit points (refer Appendix II).
- v. Is actively involved in an All Breeds Club, Group Club or Specialist Breed Club, as an Executive or Committee member.

This enables the candidate to apply to sit a theoretical examination. If the candidates pass the exam they can make an application to sit/resit a practical examination.

The practical examination once passed enables the candidate to be recommended by the NZDJA Board to the Executive Council for appointment to the group panel.



Seventh Group Panel:

- i. Have judged not less than 2600 dogs.
- ii. Completed two (2) stewarding appointments within 12 months of the application.
- iii. Have attended a minimum of four Branch or Discussion Group meetings and have completed the mandatory activities as defined in Appendix I (evidence of this to be submitted by the Branch secretary).
- iv. Obtained 50 Credit points (refer Appendix II).
- v. Is actively involved in an All Breeds Club, Group Club or Specialist Breed Club, as an Executive or Committee member.

This enables the candidate to apply to sit a theoretical examination. If the candidates pass the exam they can make an application to sit/resit a practical examination.

The practical examination once passed enables the candidate to be recommended by the NZDJA Board to the Executive Council for appointment to the group panel.

Appointment to All Breeds Panel.

All persons appointed to judge seven Groups at Championship level shall be promoted to the All Breeds Panel and shall be given an appropriate "All Breeds" judges badge.

8. Appointment to General Specials Panel:

- i. All persons appointed to the All Breeds Panel may at any time request that the Board remove them from that Panel and place them on a General Specials Only Panel. Any person listed on such panel can judge General Specials at an All Breeds Championship Show only. Any person so listed shall remain on the Panel without further application or payment of fees until such time as they request to be removed.
- ii. Be approved by the Board to be placed on the General Specials Panel.
- iii. Be approved by Executive Council to be placed on the General Specials Panel.

9. Issue of Biennial Practicing Certificate:

All judges may apply to the Board for a Practicing Certificate which, once approved, will remain valid for a period of two years. Successful applications will be approved in even years. The minimum requirement is to have completed 50 Practicing Certificate credit points (refer Appendix II).

Suspended until further notice.

10. Protocols for Judges Immigrating to New Zealand:

Those judges' immigrating to New Zealand and wishing to be listed on a New Zealand Judges Panel shall:

Supply proof of New Zealand residency.

- i. Become a financial member of Dogs NZ.
- ii. Shall supply proof of the person's overseas qualifications.
- iii. Have completed and passed online open book examinations on NZKC Rules and Regulations and NZDJA Regulations.
- iv. Be approved by the Board to be placed on the appropriate panel(s).
- v. Be approved by Executive Council to be placed on the appropriate panel(s).

Having fulfilled all of the above criteria, the person shall be added to the relevant Dogs NZ Judges Panel(s).

## SECTION V: RECORDS AND CREDITS

1. All judges seeking promotion shall keep records of all stewarding appointments on a NZDJA Stewarding Record Card and shall have all appointments certified by the Secretary of the club conducting the show.
2. From 1 January 1993 all judges shall keep a NZDJA Judges Record Card of all judging appointments including the name of the club, date, type of show, groups or breeds judged, and the number of dogs scheduled to be judged. This must include all overseas judging appointments.

3. All judges seeking promotion, a practicing certificate and persons aspiring to be judges shall keep a NZDJA Credit Record Card showing all activities conducted and all credits earned by the judge or aspiring judge.
4. Copies of the following must, where applicable, be **attached** to all applications for appointment to or promotion within the Official Show Judges Panel:
  - i. Judging Record Card.
  - ii. Promotional Credit Record Card.
  - iii. **Stewarding Record Card.**
  - iv. **Observation Assessments.**
  - v. **Personal performance evaluations of Judges Observation Assessments.**
5. If re-applying for promotion to a panel applied for in previous years, whether theory or practical, a new set of qualifying credits **and stewarding appointments** must be earned whether an examination was sat or not.
6. All qualifying Credits for each application must be earned within **the two-year period prior to the 31<sup>st</sup> of December immediately preceding the closing date of the applications.**
7. Any person proving to the satisfaction of the **Board and accepted by the board** to have falsified any of the records set out in this section of these regulations shall have their NZDJA membership terminated for such a period of time as the **Board** shall decide, in addition to all other penalties as may be imposed.
8. Branches/Discussion Groups to send to the Board a Record of Attendance of all members of their Branch/Discussion Group up to the closing date of Applications for promotion. This should include Records for Official Kennel Visits and/or Ringside Mentoring.

## **SECTION VI: JUDGES' EXAMINATIONS**

1. The Board shall act as the co-ordinator of the New Zealand Show Judges Examination Scheme.
2. A judge who is not currently listed on any panel who wishes to be appointed to that panel and is required to sit an examination must first apply to the Board for approval to undertake the examination. The Board will consider such applications as advised through the Dog World, NZDJA website and social media pages. In considering applications the Board shall consider the minimum requirements and criteria for appointment and in addition shall consider:
  - a. The experience of the applicant as a judge of dogs generally.
  - b. The proven capacity of the applicant as a judge of the breed(s) or Group(s) of dogs in respect of which application is made e.g., as judge at Ribbon Parades or Open Shows or otherwise.
  - c. Any other matter including the experience of the applicant as a breeder of dogs, the demeanour of the applicant in Dogs NZ circles or otherwise and such other matters as the Board may in its discretion think relevant – provided always that the decision of the Board in any case will be final and no correspondence will be entered into thereon.
3. A judge must have received approval to undertake the required examination(s) before any application may be made to the Board for appointment to a Group Championship Panel. For all Group Championship Panels, the examinations will consist of a theoretical and a practical examination. The Candidate must pass the theoretical examination before being allowed to sit the practical examination.  
  
The theoretical and practical examinations will be conducted by the Association at a time to be laid down each year by the Board. The Board may conduct more than one set of examinations per year.  
Theoretical Examination: The Co-ordinator will arrange for the theoretical examinations to take place during the year, at a time(s) laid down by the Board. The Board will appoint the person or persons who will prepare the examinations for the year. The locations of the theoretical examinations will be decided by the Co-ordinator depending on applications received. The Board may provide these examinations in an electronic format.  
  
Note: A theoretical exam is not time limited, an individual can choose to sit the practical examination component at any point in time.
4. Practical Examination: The practical examinations will be under the supervision of an examining Board of Examiners, appointed by the Association. The Board will consist of three examiners (in an emergency this may be reduced to two examiners). The examination will take place at Open Shows or an event at

the discretion of the Board. The candidate shall sit the practical examination at a centre approved by the co-ordinator. Breeds will be allocated to the candidates by the examiners taking into consideration the entry and the number of candidates for each group.

5. Each **examiner** shall independently fill in a result sheet in respect of each candidate, such result sheets being provided by the Association. The results of practical examinations shall be available to candidates in each group on the day of examination at any time after the conclusion of the examination of all candidates in that group. Examiners shall be entitled to discuss the performance of a candidate with the candidate at any time after the conclusion of the examination.
6. Pass marks:
  - a. The pass mark for a Candidate sitting the theoretical examination shall be 70%,
  - b. Candidates sitting a practical examination must obtain a pass mark of 70% by two members of the examining board provided however that each candidate shall also obtain at least 50% of the possible marks in each category of the result sheet.
  - c. Candidates sitting both theoretical and practical examinations must obtain a pass mark in each examination.
7. Appeals:
  - a. Theoretical. Within a reasonable time of being advised of the results of a theoretical examination candidates may apply for a recount of their examination mark which shall be conducted upon payment of the appropriate fee. The recounted mark once given shall be final and no correspondence shall be entered into.
  - b. Practical. There will be no appeals against the decision of the examining panel of judges. The results of the practical examination once given shall be final and no correspondence shall be entered into.

The application form to sit the examination will contain an agreement by the candidate that **they** accept the final results of the examination, and no correspondence shall be entered into.

## **SECTION VII: OVERSEAS JUDGES IN NEW ZEALAND**

1. Pursuant to Rule 14 € of the rules of the New Zealand Kennel Club (Dogs NZ) no person domiciled overseas may judge at any show held under the Rules and Regulations of the New Zealand Kennel Club (Dogs NZ) without the prior consent of the Executive Council.
  - Such consent may be given generally under Agreements in force with overseas Clubs pursuant to Rule 22 (h) of the Rules of the New Zealand Kennel Club (Dogs NZ) but in all other cases by direct application to the Executive Council.

## **SECTION VIII: OVERSEAS EXAMINATIONS**

No examination or test conducted on behalf of any canine control other than Dogs NZ is permitted to be conducted at any recognised show.

## **SECTION IX: RULES AND REGULATIONS OF NEW ZEALAND KENNEL CLUB (DOGS NEW ZEALAND) APPLICABLE TO JUDGES AND JUDGING**

1. For the further information of Judges, the Rules and Regulations of the New Zealand Kennel Club which are relevant to Judges and judging include the following:
  - a. NZKC Rules – 2(k); 4(d)(i)(4); 14(e)
  - b. NZKC Show Regulations – 4, 12, 13, 14, 17, 19, 20, 21, 22, 26, 27 and 28. NZKC Discipline and Settlement of Disputes Regulations – 2 (a) (iv); 2 (a) vii and 9 (a) (xii) These Regulations may be added to, amended or deleted as the Executive Council of the New Zealand Kennel Club may from time to time determine under authority of NZKC Rule 33. It is the responsibility of the members of the Association to ensure that they are aware of their responsibilities under these Regulations.

## **SECTION X: DEFINITIONS**

- “Credit” is the value of, and authorised activity as set out in the Show Judges Syllabus for the purpose of promotion to or within the Dogs NZ Show Judges Panels.
- “Activity” is an official authorised activity as set out in the Show Judges Syllabus.
- “Validator” shall be that person or persons empowered by the Judges Association to validate activities.
- “Validation Number” shall be a number assigned to an activity by the validator and shall be entered onto a judge’s credit record card in lieu of a signature.
- “Preceding Year” for the purposes of these regulations shall be the calendar year ending on the last day for the lodging of applications with the Dogs NZ for inclusion in the Judges Panel for the following year.
- “Judge” for wider publicity the word “judge” or “Dogs NZ Judge” shall be reserved for those persons listed on one or more Championship Show Panels or on a Specialist Breed Panel.
- “Observer” is a person appointed by the NZDJA Board to act in the role of an Observer for the open show candidates as per regulation IV(5)(a)(iv).

## APPENDIX I

### NATIONAL TRAINING GUIDE

This training guide outlines the requirements for all judges wishing to progress through the training programme. The training guide provides the framework to support judges preparing for theory and practical examinations. All these components are mandatory.

#### INTRODUCTION

Candidates need to study the following:

- a. Anatomy of the Dog
- b. Glossary of Terms
- c. Rules and Regulations
- d. Ringcraft
- e. Breed knowledge
- f. Breed history, form, and function

Having completed the study of the above, a candidate will have a level of competence to complete the required exams.

#### 2. Anatomy of the Dog

Candidates are required to understand how the dog is constructed.  
Source of material: Mr Harry Spira – Canine Terminology.

#### 3. Glossary of Terms

Candidates will answer exam questions from the source material.  
Source of material: NZKC (Dogs NZ) Glossary of Terms (2020)

#### 4. Rules and Regulations

Candidates will answer questions taken from the source material.  
Source of material: NZKC (Dogs NZ) Rules and Show Regulations, and NZDJA Regulations and Constitution.

#### 5. Ringcraft

Candidates will demonstrate that they are in control of the ring and able to run it efficiently. They will be assessed in their placement of the ring equipment and their method of examining the dog and its movement.

Candidates will demonstrate good communication with show officials and exhibitors.

#### 6. Breed Knowledge

Candidates will confidently answer questions on NZKC (Dogs NZ) approved Breed Standards for the Group they aspire to judge. The questions will be in the form of:

- a. Written multiple choice questions
- b. The application of the Breed Standards to practical judging.

Source of material: NZKC (Dogs NZ) Breed Standards.

#### 7. Breed History, Form and Function

Candidates will demonstrate their knowledge of the history of breed and its development including its form and function.

Source of material; Independent research.

## **TRAINING REQUIREMENTS**

Note: these training requirements are mandatory.

### **Responsibility of Branches and Discussion Groups**

- Branches and discussion groups will hold at least 8 general meetings per year.
- Branches and discussion groups will follow this training programme.
- The programme set is to prepare candidates for examinations and continuous learning.

The following activities are mandatory and are to be completed at least once each year by the branch or discussion group. The branch or discussion group is to keep a record of the activities completed as well as a record of those attending.

### **1. NZKC (Dogs NZ) Rules and Show Regulations, NZDJA Regulations and Constitution**

- The activity can take the form of multi-choice questions; 'fill in the gaps' style questions; or a combination of both. Minimum 15 questions, maximum 20 questions. Note: this activity is available online.

### **2. Anatomy of the Dog**

- The activity can take the form of topographical and skeletal anatomy by using an enlarged diagram and placing the names of the various parts on the appropriate area. Minimum of 15 questions, maximum of 20 questions. This can be completed as a group quiz. Note: this activity is available online.

### **3. Glossary of Terms (2020)**

- The activity can take the form of multi-choice questions; 'fill in the gaps' style questions; or a combination of both. Minimum questions 15, maximum of 20 questions. Note: this activity is available online.

### **4. Verbal & written critiques**

- Candidates will be taught how to critique a dog by a senior judge.
- Candidates will verbally critique a dog in a group or one-to-one forum facilitated by a senior judge. Photos can be used to provide subject material.
- Candidates will provide a written critique for a specified dog and this critique can be discussed in a group or one-to-one forum facilitated by a senior judge. Photos can be used to provide subject material.

### **5. Demonstration of handling and assessing different dogs.**

Every candidate will be given opportunities to have hands on experience in handling and assessing different dogs e.g.

- Table/Ramp/Ground
- Coated/smooth
- Mouthing different types of head (brachycephalic, dolichocephalic etc)
- Mock judging & ringcraft

### **6. Breed Knowledge including breed history, form, and function**

- Candidates will undertake to research a breed and present to others.

### **Requirements of Judges**

All judges looking to progress must attend a minimum of four branch or discussion group meetings. Each of the above training activities must be completed and signed off by the Branch Secretary or Discussion Group Leader. This provides evidence of attendance and must be provided to the NZDJA Board by 31<sup>st</sup> December each year.

For promotion to any further panel, candidates must attend a minimum of four meetings and complete all six mandatory training activities as detailed above.

Further training information is available on the NZDJA website under Resources.

## APPENDIX II: PROMOTIONAL CREDITS (ALL PANELS)

Reference No.	Activity Available	Available Credits	Maximum
1	Stewarding at Open or Championship Shows	5	20
2	Officiating as Show Manager at Championship or Open Shows	5	10
3	Successfully completing an official Dogs NZ Show Managers Course	10	10
4	Judging at Open Show	5	10
5	Judging at Championship Show	5	10
6	Attendance at a judge's seminar	20	20
7	Participation in a tutorial role in seminars, lectures, or group discussions	10	30
8	Attendance at Branch meetings or discussion group meetings	5	Unlimited
8a	Attendance at lecture	5	Unlimited
9	Acting as an officer of an NZDJA recognised Branch	5	5
10	Attending a kennel visit	10	Unlimited
11	Hosting a kennel visit	20	20
12	Preparation of a brief analysis of form and function of a breed or group of breeds	5	20
13	Preparation of an in-depth analysis and expansion of the standard for the selected breed	20	20
14	Online/Video/DVD based training	5	10
15	Online/Video/DVD based training on anatomy and movement	5	5
16	Active participation on the Association Board or on a NZKC Committee focusing on Breeds or Breeding	20	20
17	Participating in guided observation at ringside	5	15
18	Acting as a guide for ringside observation	10	30
19	Mock judging with verbal critiques	5	15
20	Mock judging with written critiques	5	5
21	Acting as a group leader	20	20
22	Acting as a mock examiner for NZDJA examination candidates	10	10
23	Acting as a NZDJA Judges Examiner	30	30
24	Attendance at NZDJA Annual General Meeting/conference	5	10
<b>Notes:</b>	(i) Refer to the relevant credit reference No. for each activity in the list of credit definitions. (ii) The credit definitions detail what is required for each activity. (iii) Whilst it is mandatory to obtain 50 points to proceed further or to qualify for a practicing certificate, judges should take every opportunity to further their knowledge in every possible way. (iv) The maximum points listed under each category are NOT a restriction on the number of activities which may be completed		
	Applicants to the Specialist Breed Panel <b>MUST</b> complete at least one each of activities <b>20 &amp; 21</b> . Credit activities marked with an asterisk * are available only for your own breed or for a breed or group that you are currently licensed to award CCs to.		

## Definitions of Credit Reference Numbers

- 1) Acting as a ring steward at a Championship Show or Open Show – for a minimum of one whole group at an All Breeds, Group or Multi-breed show or at a Specialist Show.  
*Recorder: The Club or Show Secretary*
- 2) Officiating as Show Manager at a Championship Show or Open Show.  
*Recorder: The Club or Show Secretary*
- 3) Successfully completing an official NZKC (DogsNZ) Show Managers Course  
*Recorder: NZKC (Dogs-NZ) Trainer*
- 4) Judge a full group at an Open Show.  
*Recorder: The Club or Show Secretary*
- 5) Judge a full group at a Championship Show.  
*Recorder: The Club or Show Secretary*
- 6) Full attendance at an official\* training seminar. (Seminars are full day activities)  
*Recorder: The Branch Secretary / Group Leader or nominated deputy present*
- 7) Acting as a Tutor for a subject at a seminar, lecture or group discussion.  
*Recorder: The Branch Secretary / Group Leader or nominated deputy present*
- 8) Full attendance at an official\* meetings, lectures or discussion group meetings\*\*.  
*Recorder: The Branch Secretary / Group Leader or nominated deputy present*
- 8a) Full attendance at an official\* lecture which is on a subject that is not included in the Mandatory Training Syllabus and of at least 30 minutes in duration.  
*Recorder: The Branch Secretary / Group Leader or nominated deputy present*
- 9) Acting as an Officer of an NZDJA recognised branch.  
*Recorder: President or Vice President of the Branch.*
- 10) Full attendance at an official\* visit to a kennel with a minimum of 4 dogs of one breed present. This visit to take the form of a training session in that breed – led by the owner/breeder.  
*Recorder: Host of kennel visit*
- 11) Acting as a host for (10) i.e., being the owner/breeder leading the training session.  
*Recorder: Group Leader or nominated deputy present*
- 12) Preparation to a satisfactory standard of an original written analysis of the form and function of a breed or group of breeds. **Minimum 500 words.**  
*Recorder: Group Leader or nominated deputy present*
- 13) Preparation of an original in-depth analysis and expansion of the standard for the selected breed. **Minimum 750 words.**  
*Recorder: Group Leader or nominated deputy present*
- 14) Video/DVD based training: Official\* study on a particular breed or aspect of judging, by assimilating information contained on video tape, or DVD. Satisfactory completion, (within 14 days) of a brief question paper supplied with the tape or DVD.  
*Recorder: Group Leader or nominated deputy present*
- 15) Video/DVD based training: Official\* study on anatomy and movement, by assimilating information contained on video tape, or DVD. Satisfactory completion, (within 14 days) of a brief question paper supplied with the tape or DVD.  
*Recorder: Group Leader or nominated deputy present*



- 16) Preparation of 20 original multi choice questions suitable for use in the judges' theory examinations together with answers.  
*Recorder: Chair of Judges Assn or nominated deputy*
- 17) Active participation on the Association Board or on a NZKC (Dogs NZ) Committee focusing on breeds or breeding.  
*Recorder: President of the Association or nominated deputy; or Chairperson of any such subcommittee.*
- 18) Organised ringside observation. Guided observing at an All-Breeds show (a minimum of a complete group) or at a Specialist show for the total show. Guided observation at ringside is intended as an appreciation of good ringcraft, technique and to make comparisons between breeds within a group. It should NOT include criticisms of individual dogs, exhibitors, or judges. There is no substitute for an experienced "eye" and this can only be gained by watching dogs of all breeds and types.  
*Recorder: Official\* observation guide*
- 19) Acting as an official\* guide for (18).  
*Recorder: The Group Leader or Branch Secretary*
- 20) Mock judging with verbal critiques. Judging a minimum of three dogs at an official\* Training event and giving a satisfactory verbal critique on those three dogs to the Group Leader or nominated deputy.  
*Recorder: Group Leader or nominated deputy present*
- 21) Mock judging with written critiques. Judging 3 - 5 dogs at an official\* training event and providing a written critique on the first three placed dogs to the Group Leader or nominated deputy, within 30 minutes of completion of the judging.  
*Recorder: Group Leader or nominated deputy present*
- 22) Acting as the leader of a particular group of judges for a period of at least 6 months. The group leader is responsible, in conjunction with the Branch committee, for organising training activities for their assigned group members.  
*Recorder: Branch Secretary*
- 23) Acting as a mock examiner for NZDJA Examination candidates.  
*Recorder: President of the Association.*
- 24) Performance as an NZDJA Judges Examiner as per NZKC (Dogs NZ) regulations and guidelines.  
*Recorder: President of the Association.*
- 25) Attendance at the NZDJA Annual General Meeting.  
*Recorder: Board Member*

## **APPENDIX III**

### **Judging Observation Assessments**

You will be observed demonstrating the following:

#### **Personal presentation:**

- Well-presented and suitably attired for the conditions of the judging appointment.

#### **Manner and attitude:**

- Demonstrate an appropriate manner and attitude towards the steward and exhibitors by being polite, friendly, helpful, and considerate
- Demonstrate a relaxed yet confident manner when approaching dogs and making decisions
- Demonstrate good communication skills with the steward and exhibitors.

#### **Ring craft:**

- Inform the steward of what exhibitors are to do when they enter the ring and where the dogs are to be positioned for judging
- Position table and dogs in positions which take account of the size of the entry, is fair to all, and allows for movement to places and exits
- Demonstrate the correct use of the table and ramp (if applicable) for the correct breeds
- Demonstrate control of the ring and be able to run it efficiently
- Clearly indicate placings for both exhibitors and the steward

#### **Physical examination of dogs:**

- Approach each dog in a considerate and suitable manner for the breed being judged
- Examine each dog in a positive and confident manner
- Examine each dog thoroughly yet efficiently
- Examine each dog showing a knowledge of the conformation and particular characteristics and requirements of the dog's breed
- Examines each dog in a similar manner
- Moves each dog in a similar manner, over similar terrain, to give each dog an equal opportunity to gait correctly.

#### **Speed of judging:**

- Judges need to judge dogs at a rate of approximately 2 minutes per dog.

At the end of the observation, the observer will give the judge feedback on what they observed.

This may include the following:

- Personal presentation
- Manner and attitude
- Ring craft
- Physical examination of dogs
- Speed of judging
- Discussing decisions, the judge made
- Discussing the judge's overall performance and provide guidance and any recommendations

The observer will then give a copy of the observation assessment (phone photo is acceptable) to the judge. The judge will then submit this observation assessment with their application for promotion to the Judges Panel being applied for.

**Personal performance evaluation:**

The judge will write a self-assessment and reflection on their overall performance of their judging appointment.

The judge will consider:

- What were their thoughts and feelings about being observed throughout their judging? Why did they think and feel this way?
- What learning have they taken away from this experience?
- How did they react to any feedback they received? What did they do, because of receiving this feedback?
- What learning have they taken away from this feedback?

The judge will then submit this self-assessment with their application for promotion to the Judges Panel being applied for.

## NOTES:

- Official\* means recognised or organised by a Branch or Group Leader of the Judges Association, or the Authorised Validator where appropriate and has been advertised to branch members.
- Meeting\*\* is defined as a gathering of two or more members, which has previously been advertised to all branch members. The agenda may include, but is not limited to, matters pertaining to the branch, judges training and promotion, finances etc. Meetings may include a training component, including completion of mandatory syllabus items. **Only one set of credit points can be claimed per meeting.**
- Correspondence papers and video tapes/DVDs will be issued by the Authorised Validator on request and must be returned with the completed written assignments within 14 days.
- Every effort will be made to supply the breed requested, but a second and third choice should also be given should that first choice not be available. After written assignments have been validated a validation number will be issued – and this should be recorded on your credit record card.
- All written material supplied will remain the property of the Judges Association. Written material or requests for video tapes/DVDs or correspondence should be addressed to: The Secretary, New Zealand Dog Judges Association.